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HIGH-LEVEL COMMITTEE OF
MINISTERS AND OFFICIALS
Fourth meeting
Bonn, 1 November 1999
Item 6 of the provisional agenda*

STATUS OF IMPLEMENTATION OF GENERAL ASSEMBLY RESOLUTION 53/242 OF 28 JULY 1999: REPORT OF THE SECRETARY-GENERAL ON ENVIRONMENT AND HUMAN SETTLEMENTS

Addendum

Construction project to upgrade the conference facilities in Nairobi

Report of the Executive Director

1. The Executive Director has the honour to circulate herewith, for the information of members of the High-level Committee of Ministers and Officials, his report on the construction project to upgrade the conference facilities in Nairobi.

* UNEP/HLC/4/1.

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CONSTRUCTION PROJECT TO UPGRADE THE CONFERENCE FACILITIES IN NAIROBI

2. In line with various General Assembly resolutions calling for the strengthening of the capacity of the United Nations Environment Programme (UNEP) at its Nairobi location, and most recently General Assembly resolution 53/242 of 28 July 1999, the Executive Director has initiated a project to upgrade the conference facilities of the United Nations Office at Nairobi and bring the capacity of the conference centre to a level more comparable to that of other United Nations conference centres.

3. At present, the conference facilities at the United Nations complex in Nairobi comprise eight meeting rooms with a total capacity of 1,740 seats (including those in the balconies). Room 1 and combined rooms 2, 3 and 4 are equipped with interpretation facilities for the six official United Nations languages, while rooms 6, 7 and 8 provide for interpretation in two languages.

4. At the time of construction of the present conference facilities, it was clear that the capacity would not be sufficient in the future. Arrangements were therefore made to allow for the future expansion of the facilities in a relatively easy and cost-effective way. A recent assessment carried out on the conference facility requirements of the United Nations complex in Nairobi, with a view to hosting a number of larger meetings there, showed that there was an urgent need to increase the current capacity to at least 3,208 seats.

5. This expansion can be achieved by setting up three semi-permanent and temporary structures on the roof of the existing buildings and constructing a tented structure on the lawn. The project would also involve the purchase and installation of new sound equipment and furniture. It is intended that the three additional meeting rooms on the roof will eventually provide for interpretation services in six languages. The floor plan of the proposed additional structures is attached as annex I.

6. By using the existing structures, as was anticipated during the initial construction period, and optimizing the reuse of existing equipment and furniture, UNEP and the United Nations Office at Nairobi have been able to minimize the required funding for this project, bringing it to an estimated $6 million. An architect was hired on 1 October 1999 to formalize the exact requirements and specifications. A steering committee, chaired by the Executive Director, and comprising senior managers of UNEP, the United Nations Office at Nairobi and the United Nations Centre for Human Settlements (UNCHS) (Habitat), will be established to oversee the construction project.

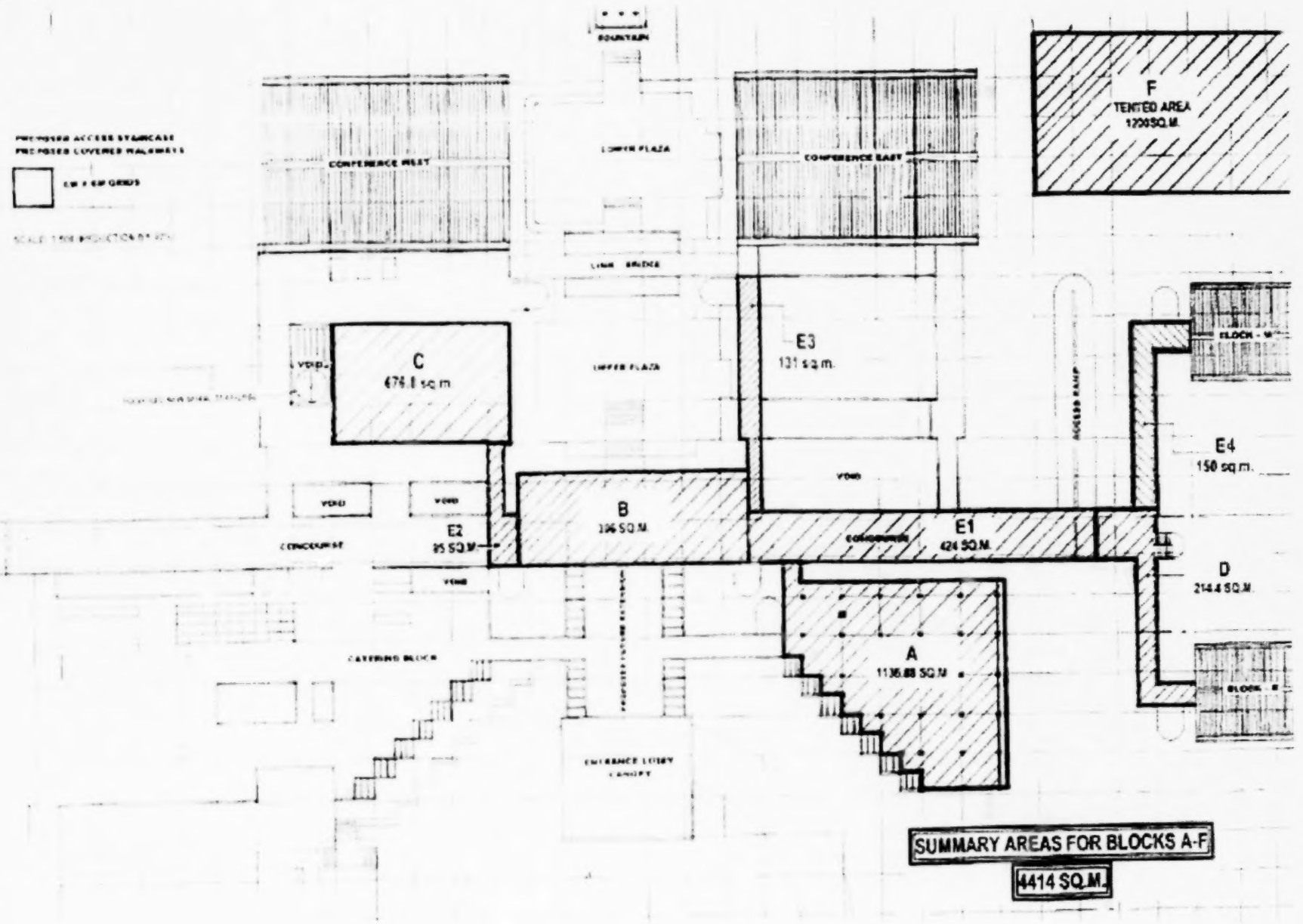
7. The Executive Director proposed to the United Nations Under-Secretary-General for Management that the project be funded from the United Nations regular budget and implemented within six months, beginning immediately. In view of the difficulties which might arise in obtaining such funding directly from the regular budget, the Executive Director proposed that the money for the construction project be advanced from the Environment Fund, on the understanding that those funds would be reimbursed to UNEP through the waiver of rent it pays to the regular budget, with effect from

1 January 2000 and until such time as the costs of improvements to the infrastructure, which normally should be covered from regular budget funds, were recovered. The recovery process would probably take four-five years.

8. The initial reaction of senior officials from the United Nations Department of Management and from the Advisory Committee on Administrative and Budgetary Questions (ACABQ) at Headquarters to the project and the mode of its funding was positive. The Executive Director expresses the hope that the High-level Committee of Ministers and Officials will also be supportive of this project and agree to the proposed funding arrangements.

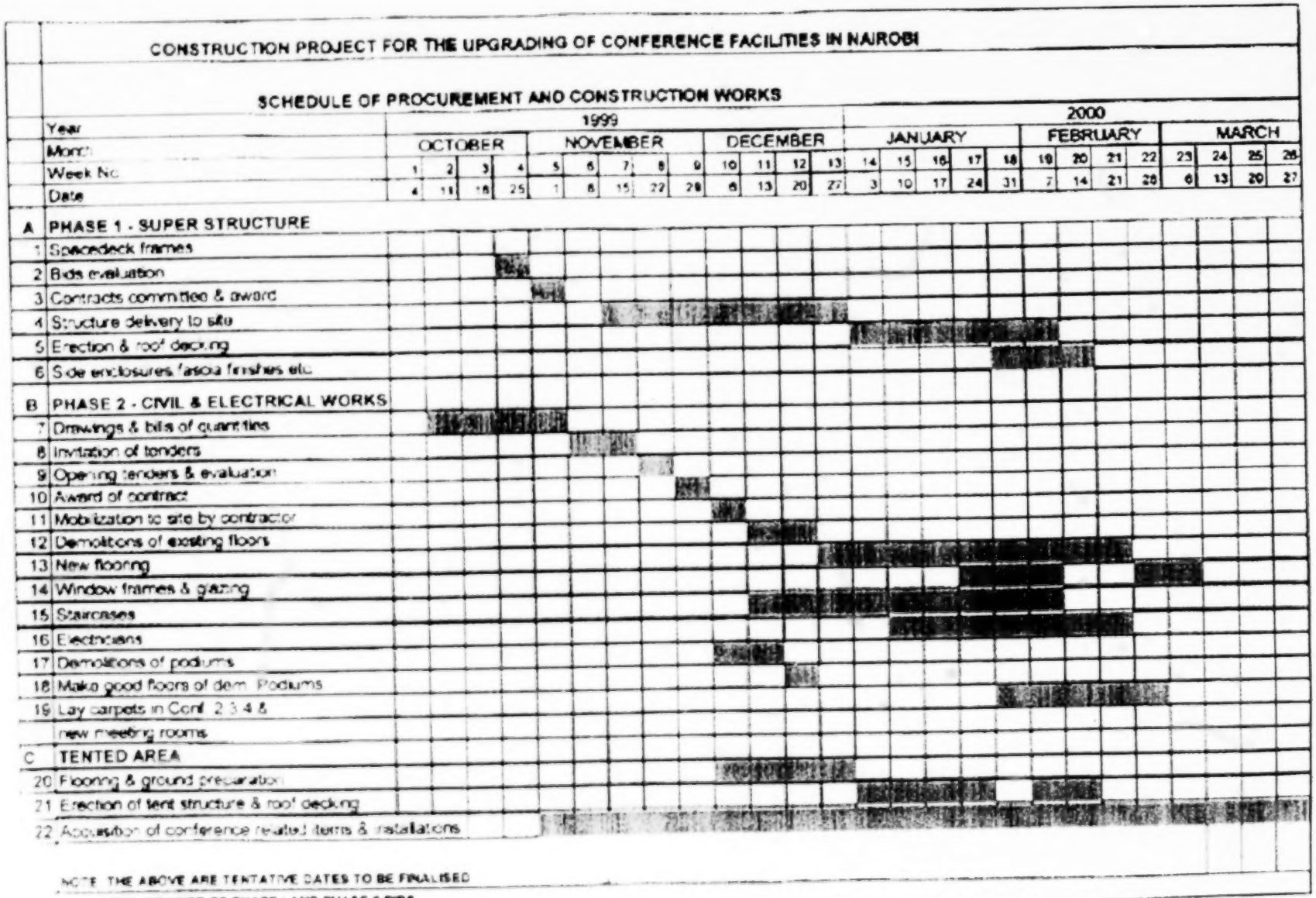
9. The provisional schedule of implementation of the construction project to upgrade the conference facilities at UNEP headquarters in Nairobi is set out in annex II.

10. The Executive Director presented the project, including the suggestion of an advance from the Environment Fund, to the Committee of Permanent Representatives at its extraordinary meeting of 13 October 1999, and it was well received by members of the Committee.


F
TENTED AREA
1200SQ.M.
CONFERENCE WEST
CONFERENCE EAST
LOWER PLAZA
UPPER PLAZA
C
676.8 sq.m
E3
131 sq.m.
E4
150 sq.m.
B
196 SQ.M.
E2
95 SQ.M.
E1
424 SQ.M.
D
214.4 SQ.M.
A
1136.88 SQ.M.
VOID
ACCESS RAMP
CATERING BLOCK
SUMMARY AREAS FOR BLOCKS A-F
4414 SQ.M.

CONSTRUCTION PROJECT FOR THE UPGRADING OF CONFERENCE FACILITIES IN NAIROBI

SCHEDULE OF PROCUREMENT AND CONSTRUCTION WORKS


Year
1999
2000
Month
OCTOBER
NOVEMBER
DECEMBER
JANUARY
FEBRUARY
MARCH
Week No
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26
Date
4 11 18 25 1 8 15 22 29 6 13 20 27 3 10 17 24 31 7 14 21 28 6 13 20 27
A PHASE 1 - SUPER STRUCTURE
1 Spacedeck frames
2 Bids evaluation
3 Contracts committee & award
4 Structure delivery to site
5 Erection & roof decking
6 Side enclosures /ceiling finishes etc
B PHASE 2 - CIVIL & ELECTRICAL WORKS
7 Drawings & bills of quantities
8 Invitation of tenders
9 Opening tenders & evaluation
10 Award of contract
11 Mobilization to site by contractor
12 Demolitions of existing floors
13 New flooring
14 Window frames & glazing
15 Staircases
16 Electricians
17 Demolitions of podiums
18 Make good floors of dem. Podiums
19 Lay carpets in Conf 2 3 4 &
new meeting rooms
C TENTED AREA
20 Flooring & ground preparation
21 Erection of tent structure & roof decking
22 Acquisition of conference related items & installations

NOTE: THE ABOVE ARE TENTATIVE DATES TO BE FINALISED
UPON RECEIPT OF PHASE I AND PHASE II BIDS